

(Bank Account Levy)

INSTRUCTIONS TO THE SHERIFF OF THE COUNTY OF NAPA

The Sheriff must have written, signed, instructions by the attorney for the creditor, or the creditor if he/she has no attorney in accordance with CCP 262; 687.010.

www.co.napa.ca.us/internet/content/departments/sheriff

1125 THIRD STREET

NAPA, CA 94559

(707) 253-4325 •FAX (707) 259-8221

_____	VS	_____
Plaintiff		Defendant
_____		_____
Court Case Number		Levying Officer File Number- if known

Provide the original writ and four photocopies of the original writ, together with appropriate fees. Please type or print legibly.

1. Name(s) of the judgment debtor(s) whose property is subject to this levy:

2. Judgment debtor's last known address

3. Name and address of the bank or financial institution:

4. In order to assist the financial institution in identifying and locating the account(s) to be levied upon, please provide a description of the account(s) in the space below. Include any account number and judgment debtor's social security number (if known):

5. If the account also names, lists or includes a person other than the judgment debtor, provide the name and address of the third person(s):

6. List the total of all credits or partial satisfactions you have received from the judgment debtor after the writ was issued: \$_____

All communications, refunds, and collections will be made to the name and address listed below:

Signature of attorney (or party without an attorney)

Date

Print name of attorney (or party without an attorney)

Address of attorney (or party without an attorney) Number, Street, City, State, ZIP Code

TEL () _____ Ext. _____ FAX () _____